

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES
EMPLOYMENT OPPORTUNITY**

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

THIS POSITION IS OPEN TO CURRENT STATE EMPLOYEES ONLY

MATERNAL & CHILD HEALTH POLICY AND SERVICES MANAGER

Role Title: Program Administration Manager III

Position # 00291

Pay Band 6, Level I - Hiring Range: \$54,580 - \$80,000

Closing Date: January 30, 2014

Exciting opportunity in the Maternal and Child Health Division to manage the Maternal and Child Health Policy and Services unit. This position is responsible for planning, developing policy, administering, and evaluating policies and operations for multiple DMAS programs. The successful candidate must have considerable knowledge of delivery of health services to children and pregnant women in Medicaid and CHIP programs including the family planning program. Requires working knowledge of the Affordable Care Act impact on health care services provided to children and pregnant women. Must have considerable knowledge of management principles and proven success supervising employees. Requires demonstrated ability successfully implementing new initiatives, evaluating existing programs, and resolving complex billing and provider issues. Experience with Title XIX and XXI state plan amendment and waiver processes, the MMIS system, and the regulation process is required. Must have demonstrated ability to successfully lead groups, deliver presentations, and write comprehensive professional reports. Must be proficient using the PC and office software applications. Bachelor's degree in social or human services, health care policy field preferred; advanced degree strongly preferred.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA